



# PROVINCIAL TREASURY

Provincial Government of the Western Cape

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**REFERENCE:** T8/2/31

**ENQUIRIES:** K. Motsikoe

## **TREASURY MUN CIRCULAR 26 of 2011**

THE MAYOR, CITY OF CAPE TOWN: MS P DE LILE  
THE MAYOR, WEST COAST DISTRICT: MR H CLEOPHAS (Acting)  
THE MAYOR, MATZIKAMA MUNICIPALITY: MS D GOEDEMAN  
THE MAYOR, CEDERBERG MUNICIPALITY: MR B ZASS  
THE MAYOR, BERGRIVIER MUNICIPALITY: MR E MANUEL  
THE MAYOR, SALDANHA BAY MUNICIPALITY: MS R JAGER  
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN  
THE MAYOR, CAPE WINELANDS DISTRICT: MR CA DE BRUYN  
THE MAYOR, WITZENBERG MUNICIPALITY: MR S LOUW  
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MS G VAN DEVENTER  
THE MAYOR, STELLENBOSCH MUNICIPALITY: ALDERMAN CP JOOSTE  
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MR BD KIVEDO  
THE MAYOR, LANGEBERG MUNICIPALITY: MS D GAGIANO  
THE MAYOR, OVERBERG DISTRICT: MR L DE BRUYN  
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MR C PUNT  
THE MAYOR, OVERSTRAND MUNICIPALITY: MS N BOTHA-GUTHRIE  
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR R MITCHELL  
THE MAYOR, SWELLENBAM MUNICIPALITY: MR N MYBURGH  
THE MAYOR, EDEN DISTRICT: MR VE VAN DER WESTHUIZEN  
THE MAYOR, KANNALAND MUNICIPALITY: MR J DONSON  
THE MAYOR, HESSEQUA MUNICIPALITY: MR C TAUTE  
THE MAYOR, MOSSEL BAY MUNICIPALITY: ALDERLADY M FERREIRA  
THE MAYOR, GEORGE MUNICIPALITY: MR C STANDER  
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR G APRIL  
THE MAYOR, BITOU MUNICIPALITY: MR M BOOYSEN  
THE MAYOR, KNYSNA MUNICIPALITY: MS G WOLMARANS  
THE MAYOR, CENTRAL KAROO DISTRICT: MR E NJADU  
THE MAYOR, LAINGSBURG MUNICIPALITY: MR W THERON  
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING  
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR HD PRINS

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR A EBRAHIM  
THE MUNICIPAL MANAGER, WEST COAST DISTRICT: MR H PRINS  
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DG O'NEILL  
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR G MATTHYSE  
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: MS C LIEBENBERG  
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR J FORTUIN  
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ  
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT: MR M MGAJO  
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON  
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR S KABANYANE  
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MR D DANIELS  
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR A PAULSE  
THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI  
THE MUNICIPAL MANAGER, OVERBERG DISTRICT: MR R BUTLER (Acting)  
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR HD WALLACE  
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: ADV W ZYBRANDT  
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR R STEVENS  
THE MUNICIPAL MANAGER, SWELLENDAM MUNICIPALITY: MR N NEL  
THE MUNICIPAL MANAGER, EDEN DISTRICT: MR G LOUW  
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR M HOOGBAARD (Acting)  
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS  
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: DR M GRATZ  
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA (Acting)  
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR C GREEF (Acting)  
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR DU PLESSIS  
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MS L WARING (Acting)  
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT: MR S JOOSTE (Acting)  
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLIAMS  
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR H METTLER  
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR M RICHARDSON  
THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICT: MR J KOEKEMOER  
THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR LJ BRUWER  
THE CHIEF FINANCIAL OFFICER, CEDERBERG MUNICIPALITY: MR F LÖTTER  
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MR JA VAN NIEKERK  
THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR J VAN COLLER (Acting)  
THE CHIEF FINANCIAL OFFICER, SWARTLAND MUNICIPALITY: MR K COOPER  
THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICT: MR JG MARAIS  
THE CHIEF FINANCIAL OFFICER, WITZENBERG MUNICIPALITY: MR R ESAU  
THE CHIEF FINANCIAL OFFICER, DRAKENSTEIN MUNICIPALITY: MR CM PETERSEN  
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR M BOLTON  
THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS  
THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR CF HOFFMANN  
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT: MR J SNYMAN  
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR S JACOBS  
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MR H KLEINLOOG  
THE CHIEF FINANCIAL OFFICER, CAPE AGULHAS MUNICIPALITY: MR H SCHLEBUSCH  
THE CHIEF FINANCIAL OFFICER, SWELLENBAM MUNICIPALITY: MR H KRAPOHL  
THE CHIEF FINANCIAL OFFICER, EDEN DISTRICT MUNICIPALITY: MR N DELO  
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR N DELO (Acting)  
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS HJ VILJOEN  
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR HF BOTHA  
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: DR C KAPP (Acting)  
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR K JORDAAN  
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR D LOTT  
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MR G EASTON  
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT: MR CJ KYMDELL  
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD  
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR J NEETHLING (Acting)  
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR D LOUW

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)  
THE HEAD: BRANCH FISCAL AND ECONOMIC SERVICES (MR H MALILA)  
THE HEAD: BRANCH GOVERNANCE AND ASSET MANAGEMENT (MR TC ARENDSE)  
THE HEAD: PUBLIC POLICY SERVICES (MR A PHILLIPS)  
THE HEAD: PUBLIC FINANCE (MR H MALILA) (PRO TEM)  
THE HEAD: FINANCIAL GOVERNANCE (MR A REDDY) (ACTING)

THE HEAD: ASSET MANAGEMENT (MR TC ARENDSE) (PRO TEM)

THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)

THE SENIOR MANAGER: ACCOUNTING SERVICES: PROVINCIAL GOVERNMENT (MR N VAN NIEKERK)  
(ACTING)

THE SENIOR MANAGER: ACCOUNTING SERVICES: LOCAL GOVERNMENT (MS L NGXONONO)

THE SENIOR MANAGER: CORPORATE GOVERNANCE (MR B VINK)

THE SENIOR MANAGER: BUDGET MANAGEMENT: PROVINCIAL GOVERNMENT (MS M SHERATON)

THE SENIOR MANAGER: BUDGET MANAGEMENT: LOCAL GOVERNMENT (MR ML BOOYSEN)

THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MS A PICK)

THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP ONE) (MR F SABBAT)

THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP TWO) (MR M SIGABI)

THE SENIOR MANAGER: PUBLIC FINANCE POLICY RESEARCH AND MODELLING (MS C HORTON)

THE SENIOR MANAGER: IMMOVEABLE ASSET MANAGEMENT (MR NB LANGENHOVEN)

THE SENIOR MANAGER: MOVEABLE ASSET MANAGEMENT (MS N EBRAHIM)

THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)

THE HEAD: OFFICE OF THE MINISTRY (MS A SMIT)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT

THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT

## **MUNICIPAL FINANCE MANAGEMENT INTERNSHIP PROGRAMME**

### **1. Purpose**

This circular aims to invite Municipalities to attend the Municipal Finance Internship Programme workshop to be held on the 1 September 2011 at Nekkies Resort, Breede Valley Municipality; Worcester from 08H30 to 15H00.

### **2. Background**

The Municipal Finance Management Internship Programme (MFMIP) was introduced to assist municipalities to increase their capacity to implement the municipal finance reforms embodied in the MFMA. The MFMIP seeks to assist municipalities to develop the knowledge and skills of the interns employed under this programme in areas such as strategic planning and management, municipal budgeting and finance management. It is an organised professional training and work experience programme with the goal of providing high quality training and practical exposure in all aspects of municipal finance management.

National Treasury developed a Management Enhancement Strategy for MFMIIP to enhance the management of the MFMIIP, National Treasury has contracted the services of two advisors; whom are referred to as Regional Coordinators

In order to effectively implement and monitor the MFMIIP, it is required that regional and provincial coordinators, as defined in the enhancement strategy, visit municipalities and engage all the relevant stakeholders on a continuous basis.

### 3. Objective of the workshop

A Management Enhancement Strategy in respect of the MFMIIP was developed by National Treasury. The strategy was developed with the view of enhancing the management and monitoring of the MFMIIP. The planned workshop will concentrate mainly on the implementation and monitoring of the Management Enhancement Strategy and the means to function effectively. The workshop will further solidify communication channels with all the relevant stakeholders.

### 4. Requests:

4.1 All Municipal Interns and Local Champions / Mentors are requested to attend the workshop.

Confirmation of attendance or apologies should have reached Provincial Treasury by 26 August 2011. When submitting this information, it must be addressed to: Ms N Sigwela, Provincial Treasury

Via fax:

or

email

Fax no: (021) 483 3707

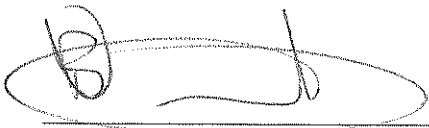
Email: Nangamso.Sigwela@pgwc.gov.za

4.2 All interns are requested to bring along information regarding the progress of interns on the structured theoretical training programmes. Furthermore, Interns should bring along proof of any results that they may have obtained on Unit Standards they may have completed.

5. For any queries regarding the above, please contact the relevant Officials

Responsible Official	Municipality
Tracy Bowers Tel No: 021 483 6694 Email: tbowers@pgwc.gov.za	Swartland Municipality Saldanhabay Municipality City of Cape Town Theewaterskloof Municipality Overstrand Municipality
Hayleen Carstens Tel No: 021 483 4485 Email: hacarste@pgwc.gov.za	West Coast DM Matzikama Municipality Cederberg Municipality Bergriver Municipality Swellendam Municipality

Zandile Mbatani Tel No: 021 483 8202 Email: zmbatani@pgwc.gov.za	Mosselbay Municipality Cape Agulhas Municipality Overberg DM Drakenstein Municipality Stellenbosch Municipality
Wendy Arendse Tel no: 021 483 4289 Email: wjarendse@pgwc.goc.za	Knysna Municipality George Municipality Bitou Municipality Eden Municipality Hessequa Municipality
Kagisho Motsikoe Tel No: 021 483- 5831 Email: kwgmotsi@pgwc.gov.za	Prince Albert Municipality Laingsburg Municipality Beaufort West Municipality Central Karoo District Municipality Kannaland Municipality
Babalwa Tyholweni Tel No: 021 483-3699	Breede Valley Municipality Witzenberg Municipality Cape Winelands Municipality Breederiver Municipality Oudtshoorn Municipality



B. Vink

Senior Manager: Corporate Governance  
Western Cape: Provincial Treasury

Date: 17/8/2011